



Legislation Text

File #: 19-460, **Version:** 1

City Council Agenda

Memo to: Manteca City Council
From: Randy Saffold
Date: September 3, 2019
Subject: Authorizing the New City Hall Assessment RFP

Adopt a resolution authorizing the RFP for a New City Hall Assessment.

Background:

The City is experiencing rapid growth with more than 1,990 finalized subdivision lots, 3,046 entitled subdivision lots, and 2,492 more residential lots in various stages of the entitlement process. With the new population growth, the City expects growth in service needs. These needs require more staff and space than the City Hall Complex in its configuration can provide. The City is currently utilizing several off site rental spaces and portable buildings to accommodate existing staff.

The Current City Hall Complex was commissioned in 1978 and has had several additional buildings and temporary trailers added to the complex over time. The complex currently houses 10 permanent structures and three to four temporary structures along with a play structure and park area. Small green spaces also separate several of the structures. There are three open parking lots and one secured Police Department lot.

The complex currently houses the following functions; Administration, Community Development, Finance, Police, City Clerk, portions of Public Works, Senior Center, Parks and Recreation and the District Attorney's leased office in a triple wide modular unit on site. Human Resources and Information Technology reside in a rental facility near the City Hall Complex. These departments may move into space vacated by the Public Works Department, which is planning to construct a new administration facility off site at the Waste Water Quality Control Facility. It is the City's intention to bring all of its departments back into one administration building, excluding Animal Shelter, Fire, Utility, Public Works Administration, and Corporation Yard functions.

The City of Manteca is looking for a visionary planning and design team to integrate the citizen's recreational, cultural, social, and City services needs into a new City Hall Complex through the creation of a master plan, assessing current configurations, as well as alternate sites. The analysis will also assess current configurations for immediate improvements while formal plans and funding is secured for alternate sites or plans. The following sites have been proposed for initial assessment including: 1001 W. Center St (current location); 1844 Daniels St. (proposed Class A Office RFP site); Union Road Park (Parks Office & Corporation Yard); Library Park & Wilson Park; and S. Maple

Downtown Parking Lot.

This Request for Proposal (RFP) will solicit firms that will competitively bid on this project.

Fiscal Impact:

The FY2019-20 Capital Improvement Program provides \$100,000 in funding for the City Hall Assessment (CIP 20057) and is funded by the Government Building Facilities Fund Professional Services Account (No. 540.00.00.900.6000.01).

Documents Attached:

1. Attachment 1 - City Hall RFP
2. Attachment 2 - Resolution